

February 9, 1998

**THE BOARD OF COUNTY COMMISSIONERS
DURHAM, NORTH CAROLINA**

Monday, February 9, 1998

7:00 P.M. Regular Session

MINUTES

Place: Commissioners' Room, second floor, Durham County Government
Administrative Complex, 200 E. Main Street, Durham, NC

Present: Chairman MaryAnn E. Black and Commissioners William V. Bell (arrived
late), Joe W. Bowser, Becky M. Heron, and Ellen W. Reckhow

Absent: None

Presider: Chairman Black

Opening of Regular Session

Chairman Black called the Regular Session to order with the Pledge of Allegiance.

Agenda Adjustments

County Manager David F. Thompson advised that the Commissioners discuss whether they will make a recommendation on the proposed hospital acquisition or lease on February 23 or 24, 1998.

Chairman Black proposed the discussion be placed on the agenda as item No. 13.

Minutes

Commissioner Heron moved, seconded by Vice-Chairman Reckhow, to approve the January 12, 1998 Regular Session Minutes of the Board as submitted.

The motion carried with the following vote:

Ayes: Black, Bowser, Heron, and Reckhow
Noes: None
Absent: Bell

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Commissioner Bowser moved, seconded by Commissioner Heron, to approve the January 13, 1998 Worksession Minutes of the Board as submitted.

The motion carried with the following vote:

Ayes: Black, Bowser, Heron, and Reckhow

Noes: None

Absent: Bell

Introduction of New Director of Community Based Corrections

County Manager David F. Thompson introduced Ms. Gudrun Parmer who joined the organization as Director of Durham County's Community Based Corrections. Ms. Parmer previously worked as Assistant Director of the Cumberland County Day Reporting Center. Ms. Parmer has also worked in the areas of Work First (formerly JOBS), Child Protective Services, and Domestic Violence Counseling. She holds an undergraduate degree in Social Work from a German university, as well as a graduate degree in Management and Human Resources Development from Webster University.

County Manager's Recommendation: Welcome Ms. Parmer and ask for remarks.

County Manager Thompson introduced Ms. Parmer.

Ms. Parmer made comments about the Day Reporting Center and its program.

The Commissioners welcomed Ms. Parmer to the community.

Consent Agenda

Vice-Chairman Reckhow moved, seconded by Commissioner Heron, to approve the following consent agenda items:

- (a) Appointment—Durham County Emergency Medical Services Council (appoint David S. Hancock to the council; term expires June 1999);
- * (b) FY 1997-98 Budget Ordinance Amendment No. 98BCC000024—Public Health (appropriate a \$53,000 state grant in the Family Planning budget to various programs); and
- * (c) FY 1997-98 Budget Ordinance Amendment No. 98BCC000027—Public Health (appropriate a state

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grant of \$1,000 in the Child Health budget to provide smoke detectors to families on public assistance).

The motion carried with the following vote:

Ayes: Black, Bowser, Heron, and Reckhow

Noes: None

Absent: Bell

*The documents related to these items follow:

Consent Agenda 5(b). FY 1997-98 Budget Ordinance Amendment No. 98BCC000024—Public Health (appropriate a \$53,000 state grant in the Family Planning budget to various programs).

The Budget Ordinance Amendment follows:

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DURHAM COUNTY, NORTH CAROLINA
FY 1997-98 Budget Ordinance
Amendment No. 98BCC000024

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY that the FY 1997-98 Budget Ordinance is hereby amended to reflect budget adjustments for the Durham County Health Department.

GENERAL FUND

	<u>Current Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
<u>Revenues</u>				
Intergovernmental	\$173,435,216	\$53,000		\$173,488,216
<u>Expenditures</u>				
Human Services	\$205,675,026	\$53,000		\$205,728,026

All ordinances and portions of ordinances in conflict herewith are hereby repealed.

This the 9th day of February, 1998.

(Budget Ordinance Amendment recorded in Ordinance Book _____, page _____.)

Consent Agenda 5(c). FY 1997-98 Budget Ordinance Amendment No. 98BCC000027—
Public Health (appropriate a state grant of \$1,000 in the Child Health budget to provide
smoke detectors to families on public assistance).

DURHAM COUNTY, NORTH CAROLINA
FY 1997-98 Budget Ordinance
Amendment No. 98BCC000027

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY that the FY 1997-98 Budget Ordinance is hereby amended to reflect budget adjustments for the Durham County Health Department.

GENERAL FUND

	<u>Current Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
<u>Revenues</u>				
Intergovernmental	\$174,499,511	\$1,000		\$174,500,511

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Expenditures

Human Services	\$206,739,321	\$1,000	\$206,740,321
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All ordinances and portions of ordinances in conflict herewith are hereby repealed.

This the 9th day of February, 1998.

(Budget Ordinance Amendment recorded in Ordinance Book _____, page _____.)

Public Hearing--Ticon Inc. (Rezoning Case P97-73)

Ticon Inc. presented to the Board of County Commissioners a request to rezone 27.04 acres at the southwest corner of Page and New Page Roads, adjacent to and north of Lumley Road (TM 649-1-1A, 1D, 1 partial, 1F partial). Request: Rural District (RD) to Light Industrial with Development Plan (I-2 [D]). The Southeast Durham Small Area Plan is under development. The current draft Future Land Use Map suggests medium density residential as appropriate for the site. The 2005 Plan supports residential development at greater than 6 units per acre. The 2020 Plan shows the area used for Suburban Neighborhood purposes. Page Road is a minor thoroughfare, according to the adopted Thoroughfare Plan. Staff recommended denial. However, if the Board determines the request should be approved, staff recommends that provision for the additional right of way be made. The Zoning Committee of the Durham Planning Commission conducted a public hearing on November 11, 1997, and voted 4-3 to recommend denial.

Sheila Stains-Ramp, Senior Planner, Durham City-County Planning Department, was present to answer any questions of staff regarding the request. She presented an overview of the request.

Dick Hails, City-County Planning Department, showed a video of the 27.04 acres to familiarize the Commissioners with the area.

Chairman Black opened the public hearing that was properly advertised.

John Markham Jr., 3100 Tower Boulevard, attorney representing Ticon Inc., reviewed the rezoning request. The multifamily rezoning request was withdrawn because of opposition from Ashley Forest and Stirrup Creek subdivisions. Neighbors in Stirrup Creek and Ashley Forest found Light Industrial With Development Plan (I-2[D]) preferable. Mr. Markham went into great detail to explain the adjoining property uses. He also explained the utility easements and site plan layout of the subject property. He urged the Commissioners to approve the rezoning request.

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Charlotte Hyer, 5201 Shagbark Drive, President of the Stirrup Creek Homeowners' Association, said the majority of home owners from Ashley Forest and Stirrup Creek concur with this opinion and ask that the County Commissioners support the rezoning request.

George Conklin, 2905 Scuppernong Circle, said Stirrup Creek Homeowners' Association has signed an agreement with Ticon Inc. to support the project.

Mike Loesch, 5215 Sweet Clover Court, yielded his time to Susan Bernacki, President of Ashley Forest Homeowners' Association.

Susan Bernacki, 3316 Appling Way, President of Ashley Forest Homeowners' Association, said 77 percent of the home owners were in favor of Light Industrial rezoning. The remaining 23 percent opposed both options. The home owners are well informed as to the rezoning request and they support it. She urged the Commissioners to approve the request.

As no one else asked to speak at the public hearing, Chairman Black closed the hearing and referred the matter back to the Commissioners.

The Commissioners asked questions and made comments about the rezoning request.

Vice-Chairman Reckhow moved, seconded by Commissioner Bowser, to approve rezoning case P97-73 to rezone 27.04 acres at the southwest corner of Page and New Page Road, adjacent to and north of Lumley Road (TM 649-1-1A, 1D, 1 partial, 1F partial to Light Industrial with Development Plan (I-2[D]))

The motion carried unanimously.

(Legal description recorded in Ordinance Book _____, page _____.)

Continued Public Hearing On Revisions to Ordinance Requirements Related to Storm Water Protection

The City Engineering Department proposed amendments to the development ordinances to address storm water protection. The Commissioners received a presentation at the January 26, 1998 meeting and asked for modifications to the proposed amendments.

County Manager's Recommendation: Adoption of the ordinance amendments.

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Ken Wright, Director of the Engineering Department, presented this information to the Board. He stated that at the last Commissioner meeting, the Board deferred action on this matter and continued the public hearing.

As no one asked to speak at the public hearing, Chairman Black closed the hearing and referred the matter back to the Commissioners.

Commissioner Bell moved, seconded by Vice-Chairman Reckhow, to approve revisions to ordinance requirements related to storm water protection. (Text Change 96-51)

The Commissioners asked Mr. Wright questions about the proposed ordinances to which he responded.

The motion carried unanimously.

Amendments to the Durham Zoning and Subdivision Ordinances relative to storm water protection follow:

AN ORDINANCE AMENDING THE DURHAM ZONING ORDINANCE
(Text Change 96-51)

Be it ordained by the Durham County Board of Commissioners that:

Section 1. Section 8.1 of the Durham Zoning Ordinance is hereby amended by adding at the end the following:

“8.1.25 Storm Water Controls for Off-Site Impacts

Properties and waterways downstream from land development sites may be adversely impacted from increases in volume, velocity, and peak flow rates. Any land-disturbing activity which results in an increase of impervious area may be required to provide storm water management facilities or make other improvements to the existing drainage system to address water quantity concerns, water quality concerns, or both if the proposed development will increase potential flood damages to existing properties or significantly increase pollutant levels in downstream receiving waters.

Prior to the approval of any subdivision or site plan or the issuance of a building permit for any structure other than a single-family residence, the owner of the property proposed for development shall submit a storm water impact analysis that complies with the requirements of the City Engineer and which determines the impact of the increased storm water runoff on downstream storm water facilities and properties whenever the peak runoff rate from either the two-year storm or the

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ten-year storm increases by more than 10 percent as a result of the proposed development. The need for storm water management facilities to address off-site impacts shall be determined by the City Engineer. Storm water management facilities shall be designed and maintained in accordance with Section 5.5.7.2 of the Durham Zoning Ordinance.”

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Section 2. This ordinance becomes effective upon adoption.

This 9th day of February, 1998.

AN ORDINANCE AMENDING THE DURHAM SUBDIVISION ORDINANCE

Be it ordained by the Durham County Board of Commissioners that:

Section 1. Section 19-5(n) of the Durham Subdivision Ordinance is hereby amended by adding at the end the following:

“Properties and waterways downstream from land development sites may be adversely impacted from increases in volume, velocity, and peak flow rates. Any land-disturbing activity which results in an increase of impervious area may be required to provide storm water management facilities or make other improvements to the existing drainage system to address water quantity concerns, water quality concerns, or both if the proposed development will increase potential flood damages to existing properties or significantly increase pollutant levels in downstream receiving waters.

Prior to the approval of any subdivision or site plan or the issuance of a building permit for any structure other than a single-family residence, the owner of the property proposed for development shall submit a storm water impact analysis that complies with the requirements of the City Engineer and which determines the impact of the increased storm water runoff on downstream storm water facilities and properties whenever the peak runoff rate from either the two-year storm or the ten-year storm increases by more than 10 percent as a result of the proposed development. The need for storm water management facilities to address off-site impacts shall be determined by the City Engineer. Storm water management facilities shall be designed and maintained in accordance with Section 5.5.7.2 of the Durham Zoning Ordinance.”

Section 2. This ordinance becomes effective upon adoption.

This the 9th day of February, 1998.

(Zoning and Subdivision Ordinance amendments recorded in Ordinance Book _____, page _____.)

Contract for the Operations of the Durham County Wastewater Treatment Plant and Collection System Serving the Research Triangle Park and Southeast Durham County

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The Board was requested to authorize the County Manager to negotiate and enter into a five-year contract with Woodard & Curran for operation and maintenance of the Durham County Wastewater Treatment Plant, the collection system, 14 pump stations, and the industrial pre-treatment program. The first-year cost of the contract is not to exceed \$1,076,864 for the scope of services defined in the Request for Proposal and the contract. Additional Services Authorizations (ASA) would be additional costs incurred as required. The County provides an option to terminate the contract at any time for any reason with a 90-day notification to the contractor. This contract has been reviewed and approved by the County Attorney as to legal form and adequacy.

Funding for this contract is available in the Enterprise Fund.

County Manager's Recommendation: Authorize the County Manager to negotiate and enter into a five-year contract with Woodard & Curran in an amount not to exceed \$1,076,864 for the first year of service for the scope of services identified in the Request for Proposal and in the contract.

Chairman Black stated this is not a public hearing; however, seven people have signed to speak on this agenda item. Therefore, she allotted three minutes for each person to speak.

Chairman Black asked the Clerk to the Board to call the speakers.

Mark A. Halleman, 1030 Marretta Highway, Roswell, Georgia, represented United Water.

Doug McKeown, Senior Vice President of Woodard & Curran, Portland, Maine, represented Woodard & Curran.

Kenneth Spaulding, Attorney, 2200 W. Main St., Durham, represented U.S. Water.

Judith Vereen, 3434 Route 22, West Somerville, New Jersey, representing U.S. Water, yielded her time.

Greg Jones, 3434 Route 22, West Somerville, New Jersey, represented U.S. Water.

Gary Stainback, Winston Salem, NC, represented U.S. Water.

The speakers introduced their companies to the Commissioners and to explained their approach to the operation of a wastewater treatment plant. The representatives urged the Commissioners to select their firm for the Durham County contract.

Chairman Black called on County Manager David F. Thompson to make comments and his recommendation.

County Manager Thompson's comments and recommendations follow:

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Background

The County entered into a contract with JMM Operations (now United Water Inc.) for the operation and maintenance of Durham County's Wastewater Treatment Plant during September of 1993. This contract did not include the collection system which is the responsibility of the County or pump station maintenance which is provided by the City of Durham. Sludge removal has been provided through a contract with Amsco Inc. Mr. Thompson instructed staff to not automatically extend this contract due to concerns over incidents that had occurred at the site, concern over the County's overall strategy for wastewater treatment, and his general belief that contracts of this magnitude should not be lightly renewed.

Specific Concerns

Specific concerns providing the basis for seeking requests for proposals follow:

- On July 21, 1997, the engineering contract for the wastewater treatment plant upgrades and the infiltration/inflow study for the collection system were executed. On July 27, 1997, a major spill occurred (1.6 million gallons) at our Triangle Wastewater Treatment Plant. Upon review of the incident, there simply was not an adequate level of response to take the necessary steps to minimize this spill. There were several miscues and equipment failures which contributed to the severity of the situation.
- An emergency response plan was not utilized. Later, a response plan was found on site.
- The State of North Carolina and jurisdictions downstream were not contacted until 12 hours after the discharge had begun.
- Findings of a Safety Audit Overview were contracted for by the County to review safety issues at the plant. Numerous probable citations were listed by the County's retained safety auditors. There was concern over the safety of contractor staff and County employees on site.
- Miscommunications existed between the on-site contract operator and County staff in attempts to finalize response plans and to clear up safety hazards. There is a need for consistent and accurate communications between staff and our on-site operator as the County begins upgrades to the plant.
- There is a need for a redefined partnership (agreement) as Durham County begins to address capital needs of the wastewater treatment plant and the collection system.
- There was disenfranchisement of both on-site operator and County staff as to responsibility for emergency responses. The County has never operated the plant with its own staff and has only one employee assigned to contract compliance. Concern existed that the County had, by privatization, contracted out responsibility for plant operations. The bottom line is that the County cannot sever itself from responsibility to its users, most notably the Research Triangle Park, or to its environment.
- Concern over renewing any contract of this importance for five more years without soliciting proposals.

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Since requesting proposals, overflows have been created by excessive infiltration (stormwater) to the collection system. Even though these are through no fault of the current operator, once again there has been a disagreement between staff and Durham County's operator about the proper notification process and response to the overflow.

Progress Summary/Continuation of Action Plan

- A dry well alarm was installed and connected to the telemetry system on July 30, 1997.
- External audible and visual alarms were installed at the plant.
- A visual inspection of the three remaining check valves was completed on July 30, 1997. No visible defects were noted.
- The County has developed its own emergency response policy which has been incorporated into a revised plant operator emergency response plan. The policy was implemented on October 10, 1997.
- Two replacement check valves have been installed, one at the failed check valve and one at pump #4. Disassembly of pump #4 check valve revealed no deterioration of threads holding the retaining plug in place. This was completed December 31, 1997.
- Cathodic protection was installed on December 19, 1997.
- Flow meters were installed on January 31, 1998, and data is now being collected to help identify sources of infiltration and inflow into our collection system. This work is included in the infiltration/inflow study approved by the County Commissioners. In addition, the old and new Burden's Creek and Northeast Creek outfalls have been visually inspected and preliminary smoke testing has been completed.
- A temporary 12" ductile iron force main has been placed between the influent pump station and the aeration basin. This has been installed recently and should reduce the likelihood of spills caused by infiltration and inflow.
- The County Commissioners have previously authorized a long-range planning study for the wastewater treatment plant. A first draft has been received and is being reviewed by County staff. Some items recommended in the draft are to replace and relocate influent pump station and preliminary treatment facilities, add processes to remove nitrogen, install sludge management facilities, and various other improvements. At this point, staff is not prepared to comment on the recommendations.
- The County Commissioners have also authorized an inflow/infiltration study. Flow meters were installed on January 31, 1998 and data is being collected to help identify sources of infiltration and inflow into our system. Staff anticipates receiving a report in a few days on last week's rain. In addition, the old and new Burden's Creek and Northeast Creek outfalls have been visually inspected and preliminary smoke testing has been completed.

Recommendation

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The County Manager wished to note that the path of least resistance would have been to automatically renew the contract with United Water for another five years. There was no requirement that the County solicit new proposals or even that this contract be brought forward to the County Commissioners. However, staff has taken the charge and responsibility given them to position the County for our wastewater system upgrades and to operate this plant at the safest level possible. Thus, based on all the previously stated concerns and the knowledge that staff shares the responsibility equally with the contractor for operations, County staff determined that the County must seek proposals for the operation of the Triangle Wastewater Treatment Plant.

Please keep in mind that cost is just one factor in awarding a professional services contract. The main goal was to select the best partner to be responsible, along with County staff, for operating the plant during the critical period of this contract. As staff will show in its presentation, the selected proposal results in an annual cost savings to the County while raising our service level.

Staff will review the process involved in forming its recommendation. County Manager Thompson has reviewed the request for proposals, the references that staff checked, the cost proposals, each contractor's proposal, and staff's analysis. Mr. Thompson has been contacted by contractors not being recommended by staff with their concerns over the recommendation. They, of course, have put forth their arguments over how their proposals were not given full consideration. Though, I would argue the same points if I were competing for this contract, there are counterpoints for each of their concerns. All in all, staff has done a thorough job in selecting the operator that will best serve Durham County in its current situation. Staff has accepted responsibility for the future operations of this plant, and has concluded that the best firm to partner with is Woodard & Curran. County Manager Thompson fully supported staff's recommendation.

Sandra W. Phillips, Director of Purchasing, and the Evaluation Team presented the recommendation.

During Ms. Phillips' presentation, she addressed the following areas:

- Executive Summary
- Current Situation
- Evaluation Team
- Approach and Process
- Written Proposal Evaluation
- MWBE Participation Evaluation
- Compliance Data Verification
- Interviews
- Reference Checks
- Financial Condition Evaluation
- Cost Evaluation

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Site Visits
Recommendation
Impeccable Facility Maintenance and Operation
Professionalism in Management and Staff
Technical Expertise
Commitment to Training, Safety, and Emergency Response
Corporate Financial Strength
Inventory Management
Equipment Support
Investments in Technology
Communications Capabilities and Readiness
Organizational Management
Planned Participation by MWBE firms
Commitment to Community Support

After the staff presentation, Chairman Black asked the Commissioners for questions and comments.

County Manager Thompson assisted with the responses.

Commissioner Heron moved that the Board authorize the County Manager to negotiate a contract with Woodard & Curran in an amount not to exceed \$1,033,864. Vice-Chairman Reckhow seconded the motion.

The motion carried with the following vote:

Ayes: Bell, Black, Heron, and Reckhow
Noes: Bowser
Absent: None

County Manager Thompson asked if the motion gives him the authority to execute the contract, providing he can negotiate it. He will revisit the Board if the level of service is lost. He will bring the contract back to the Board by February 23, 1998.

Commissioner Bell said he would like for the contract to come back to the Commissioners on February 23, 1998 to determine what Woodard & Curran will do about the escalation "piece" not in the contract.

Vice-Chairman Reckhow said that the County Manager is authorized to negotiate the contract with the idea that Durham County does not lose any services.

Chairman Black concurred. The contract will come back to the Commissioners for final approval.

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Mr. Thompson expressed appreciation for the negotiating authority he was given.

Budget Amendment--Department of Social Services (Request for New Staff)

The Department of Social Services requested the approval of six additional social work positions and one additional income maintenance investigator. The social work staff shall enhance the Department's capability to meet state standards for child placement services within the foster care program.

STATE STANDARD	COMPLIANCE ISSUE	NEW STAFF RESULTS
<ul style="list-style-type: none">• 30 days to investigate foster care placement site• Foster home licensing caseload 1:32• Adoption & Kinship Care caseloads 1:20	<p>Some investigations more than 30 days</p> <p>Current caseloads are 1:46</p> <p>Durham currently 1:27 and 1:35 respectively</p>	<p>One position shall cause completion within 30 days</p> <p>Two of the positions will make caseloads 1:32</p> <p>One position effects 1:20 for Adoptions and two positions cause 1:20 for Kinship Care</p>

The income maintenance investigator shall enhance Program Integrity by reducing client overpayments, increased collections, and more frequent district court actions. In addition, eight personal computers are funded to enhance overall efforts of the Program Integrity Unit to prevent abuse of public assistance within economic services. The department requested approval for the acceptance of expanded intergovernmental revenues to fund the request. Further, the department recommended the acceptance of expanded intergovernmental revenues in the amount of \$747,131 for the purpose of continuing Child Day Care services at the current level of approximately 3,000 children served per month.

Use of the expanded funding is controlled by federal and state mandates.

County Manager's Recommendation: Approve the request as presented by the department.

Daniel C. Hudgins, Director of Social Services, gave the Commissioners an overview of the request for new staff.

The Commissioners asked questions and made comments about the budget ordinance amendment.

Mr. Hudgins responded to the questions and comments.

Mr. Hudgins said this request has no impact on the local budget.

Commissioner Heron moved, seconded by Vice-Chairman Reckhow, to approve Budget Ordinance Amendment

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No. 98BCC000025 as presented by the Social Services Department to add six social workers and one additional income maintenance investigator.

The motion carried unanimously.

The Budget Ordinance Amendment follows:

DURHAM COUNTY, NORTH CAROLINA
FY 1997-98 Budget Ordinance
Amendment No. 98BCC000025

BE IT ORDAINED BY THE COMMISSIONERS OF DURHAM COUNTY that the FY 1997-98 Budget Ordinance is hereby amended to reflect budget adjustments for the Department of Social Services.

GENERAL FUND

	<u>Current Budget</u>	<u>Increase</u>	<u>Decrease</u>	<u>Revised Budget</u>
<u>Revenues</u>				
Intergovernmental	\$173,488,216	\$1,011,295		\$174,499,511
<u>Expenditures</u>				
Human Services	\$205,728,026	\$1,011,295		\$206,739,321

All ordinances and portions of ordinances in conflict herewith are hereby repealed.

This the 9th day of February, 1998.

(Budget Ordinance Amendment recorded in Ordinance Book _____, page _____.)

Work First Plan Update

The Commissioners discussed the December monthly update of the Work First Short Term Action Plan and the Annual Plan for Work First.

Daniel C. Hudgins, ACSW, presented the report and answered questions.

The report follows:

WORK FIRST

Purpose of Program: Provide eligible families with short-term assistance to facilitate

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their movement to self-sufficiency through employment.

Primary objective: Increase the number of families that are economically self sufficient through employment as measured by monthly caseload.

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Short Term Action Plan Status Report

Benchmark: September 1: 3,527 families receiving cash assistance

	<u>Goal</u>	<u>Actual</u>
October 1	3,352	3,291
November 1	3,152	3,084
December 1	2,902	2,937
January 1	2,869	2,919

Caseload reduction since July 1, 1997 is 18.1 percent.

Strategies

1. Increase number of participants entering employment:

	<u>Goal</u>	<u>Actual</u>
September	100	143
October	150	162
November	200	208
December	125	123

2. Increase number of cases terminated each month:

	<u>Goal</u>	<u>Actual</u>
September	350	389
October	350	406
November	400	234
December	225	214

3. Limit number of cases approved each month:

	<u>Goal</u>	<u>Actual</u>
September	175	194
October	150	229
November	225	184
December	225	228

November CET Referrals: 6 referred and 2 enrolled

December CET Referrals: 4 referred and 5 enrolled

Action Plan

July 1997 - June 1998

Benchmark: July 1: 3,566 families receiving cash assistance (actual)

August 1: 3,560 (actual)

September 3,527 (actual)

<u>Month</u>	<u>Goal</u>	<u>Actual</u>
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October 1	3,352	3,291
November 1	3,152	3,084
December 1	2,902	2,937
January 1	2,869	2,919
February 1	2,836	
March	2,803	
April 1	2,770	
May	2,737	
June 1	2,705	

The Commissioners asked questions and made comments about the report to which Mr. Hudgins responded.

Commissioner Bowser asked several questions about security concerns in the Social Services building and parking lots.

Mr. Hudgins and County Manager Thompson responded to the questions.

Setting a Special Meeting for Major Use Permits

Based on the Board's direction, Major Use Permits should be heard on a special meeting night. Three such permits are awaiting scheduling by the Board. One of these cases is contingent on a related rezoning which also needs to be heard. At least two of the applicants are anxious to have their hearings scheduled as soon as possible. Staff estimates that at least 3 hours of hearing time is needed for these two cases.

Dick Hails, Planning Manager, was present to answer any questions of staff.

County Manager's Recommendation: Set a special meeting to hear these cases as soon as possible. Staff requires at least two weeks for sufficient advertising and notification.

It was decided that the Major Special Use Permit hearings would be held on March 5, 1998, at 7:00 p.m. in the Commissioners' Room.

(The Commissioners decided to schedule the Hospital Merger Worksession for February 23, 1998 at 4:30 p.m.)

Resignations from Boards and Commissions

Chairman Black announced that Norvell A. Brown Jr. has resigned from the Youth Services Advisory Board.

The Chairman also announced that Helen Hillman has resigned from the Youth Services Advisory Board due to conflicts in her schedule.

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Board and Commission Appointments

Garry E. Umstead, Clerk to the Board, distributed ballots to make appointments to the Durham County Public Health Board.

The following votes were cast to fill three at-large positions. Terms expire January 2001. Asterisks designate appointees.

Tamera Coyne-Beasley—no votes

Brian C. Castrucci—no votes

*Charles F. Chapman—Bell, Black, Bowser, Heron, and Reckhow

Ann Elizabeth Mozo—no votes

LeDarrell Murray—no votes

*William T. Small—Bell, Black, Bowser, Heron, and Reckhow

*Ruth A. Smullin—Bell, Black, Bowser, Heron, and Reckhow

Adjournment

Chairman Black adjourned the meeting at 10:15 p.m.

Respectfully submitted,

Garry E. Umstead, CMC
Clerk to the Board

GEU:VCS